


**LETTER OF AGREEMENT # 134**

**Sabbatical Leave Calendar for Academic Year 2013-2014**

The Kean Federation of Teachers and Kean University Administration have agreed to an Application Calendar for Sabbatical Leave for Faculty members and Librarians for the AY 2013-2014. The calendar for AY 2013-2014 is attached. This agreement will expire on June 30, 2014.


Kean University

  
Philip Connelly

Executive Vice President

12/20/12  
Date

Kean Federation of Teacher

  
Charles P. Kelly  
KFT Negotiation Chair

2/1/13  
Date

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APPLICATION CALENDAR FOR SABBATICAL LEAVE TO BE  
TAKEN BY ELIGIBLE FACULTY MEMBERS AND LIBRARIANS  
DURING ACADEMIC YEAR 2013-2014

<u>Activity</u>	<u>Completion Date</u>
1. Faculty member submits application for sabbatical leave to Departmental or Program ARTP Committee. Librarian submits application for sabbatical leave to Library Personnel Committee.	February 1 (Friday)
2. Departmental or Program ARTP Committee forwards recommendation on candidate's application for sabbatical leave to College RT Committee and notifies candidate in writing of this recommendation.	February 15 (Friday)
3. College RT Committee or Library Personnel Committee forwards to the President its recommendation on candidate's application for sabbatical leave and notifies candidate in writing of this recommendation.	March 1 (Friday)
4. President forwards recommendation on candidate's application for Sabbatical leave to Board of Trustees Academic Policy and Personnel Committee and notifies candidate in writing of this recommendation.	March 22 (Friday)
5. Action by Board of Trustees on President's recommendations for Sabbatical leave for AY 2013-2014.	May 20 (Monday)
6. President sends to candidates written notification of action taken By the Board of Trustees on sabbatical leave applications for AY 2013-2014	May 29 (Wednesday)

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